



BOARD MEETING MINUTES

Volunteer Firefighter and EMT Pension Fund Board Meeting
Casper, WY
April 4, 2017

A meeting of the Volunteer Firefighter and EMT Pension Fund Board was held at 12:00pm on Tuesday, April 4, 2017 at Firerock Restaurant in Casper, Wyoming.

Board members participating:

Mr. Gene Diedtrich (Chair) (Newcastle)
Mr. Lanny Applegate (Vice-Chair) (Cheyenne)
Mr. Tracy Brown (Lingle)
Mr. Kim Lee (Riverton)
Mr. Jerry Munger (Wheatland)
Mr. Eric Quinney (Evanston)

Board members absent and excused: Mr. Alan Sessions (Afton)

Staff members participating:

Ms. Ruth Ryerson, Wyoming Retirement System
Mr. David Swindell, Wyoming Retirement System
Mr. Mike Bleakley, Wyoming Retirement System

Others in attendance:

Mr. Jim Juve, Riverton Fire retiree

Chairman Diedtrich called the meeting to order at 12:15pm.

1) Board Meeting Minutes from January 5, 2017. The Volunteer Firefighter and EMT Pension Fund minutes from January 5, 2017 were considered.

MOTION 4-04-2017 (#1): Mr. Brown moved to approve the minutes as presented. Mr. Munger seconded. Motion carried unanimously.

2) Review of Financial Reports. The financial statements for December 2016, January and February 2017 were reviewed, noting that plan assets as of February 28, 2017 totaled almost \$75.6 million, a gain of \$4.5 million since the last meeting.

MOTION 4-04-2017 (#2): Mr. Applegate moved to approve the financial reports as presented. Mr. Quinney seconded. Motion carried unanimously.

3) Review of Membership Reports. The membership reports as of February 28, 2017 contained the following highlights:

Active Contributing Members: 2,327
Retirees: 1,207
Survivor pensions: 174
Smallest monthly pension: \$44.88
Largest monthly pension: \$719.70

Participating Departments. The Board reviewed the participating department report, noting 118 participating agencies.

Service Purchase reports. The Board reviewed the service purchase reports for the quarter, noting there were no completed service purchases during the December - February timeframe.

Newly refunded and retired report. The Board reviewed the refunded accounts and new retirees for the December - February timeframe. There were 18 new retirements, and 4 members refunded their accounts during the period.

Deceased members by plan report. The report shows 4 retirees who passed.

Chairman Diedtrich noted the inclusion of the detailed listing of all retiree and survivor pensioners, stating that it was for information only and no Board action was necessary.

MOTION 4-04-2017 (#3): Mr. Quinney moved to approve the membership reports. Mr. Lee seconded. Motion carried unanimously.

4) Meeting Attendance Audit. Ms. Ryerson addressed the Board regarding the process she had used to select 10 volunteer fire departments randomly for audit this quarter, and explained the documentation that had been provided to the Board for their review. Mr. Brown discussed the conversations he had with Guernsey and LaGrange regarding our concerns with their meeting attendance rosters. Guernsey said that 2 of their members not attending meetings were active military. LaGrange indicated that 2 of its members who attended just 5 department meetings participated in training sessions in other months. The Board talked about the requirement that volunteers attend 50% of a department's monthly meetings or training sessions, and that the minimum of 6 meetings had to be in 6 different months.

Results of the audit were as follows:

- Afton Volunteer Fire Dept. – no issues
- Big Horn Co. Volunteer Fire Dept. – no issues
- Cokeville Vol FD / Bear River Fire Prot. – no issues
- Evansville Volunteer Fire Dept. – no issues
- Guernsey Volunteer Fire Dept. – 6 members with only 0-4 meetings
- LaGrange Volunteer Fire Dept. – 3 members with only 3-5 meetings
- Lovell Volunteer Fire Dept. – no issues
- Palmer Canyon Fire Dept. – 6 members with only 0-4 meetings
- Salt Creek Volunteer Fire Dept. – no issues (only active members were EMTs)
- Sublette County Unified Fire – 2 members with only 5 meetings

MOTION 4-04-2017 (#4) re: Guernsey Volunteer Fire Dept: Mr. Brown moved to have WRS staff return contributions for 2016 for 4 members and remove 12 months of service credit for each, and verify the military service for the other 2, who can retain their service per plan rules. Mr. Munger seconded. Motion carried unanimously.

MOTION 4-04-2017 (#5) re: LaGrange Volunteer Fire Dept: Mr. Applegate moved to have WRS staff return contributions for 2016 for 1 member and remove 12 months of service credit for the member attending only 3 meetings, and verify the training attendance for the other 2. Mr. Quinney seconded. Motion carried unanimously.

MOTION 4-04-2017 (#6) re: Palmer Canyon Fire Dept: Mr. Brown moved to have WRS staff return contributions for 2016 for 6 members and remove 12 months of service credit for each. Mr. Munger seconded. Motion carried unanimously.

MOTION 4-04-2017 (#7) re: Sublette County Unified Fire: Mr. Brown moved to have WRS staff return contributions for 2016 for 2 members and remove 12 months of service credit for each. Mr. Lee seconded. Motion carried unanimously.

Ms. Ryerson told the Board that she would put together a letter to all participating volunteer departments that clearly spells out the meeting attendance statutes and rules, and the Board's requirement for at least 6 meetings in 6 different months. She indicated that she would send that out before the end of the month.

5) Other Matters. Mr. Swindell and Mr. Bleakley passed out a bag of commemorative volunteer firefighter coins to each Board member. These coins were designed by WRS staff to celebrate the 50th anniversary of the volunteer fire pension as of this June. Ms. Ryerson said she would bring the rest of the coins to the June Board meeting in Afton.

6) Date and Location of Next Meeting. Chairman Diedtrich proposed that the next meeting be on Wednesday, June 14th around noon in Afton, at a location to yet be determined. He said he would call Ms. Ryerson with that information once he secured a meeting location and exact time.

7) Adjournment. There being no further business, Chairman Diedtrich asked for a motion to adjourn.

MOTION 4-04-2017 (#8): Mr. Applegate moved to adjourn the meeting. Mr. Lee seconded. The motion carried unanimously and the Board adjourned at 1:30pm.